VACANCY NOTICE

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

SALARY RAMCE: Gr. A200544466-48046 SALARY RAMCE: Gr. A200544466-48046 Mgmr SAr-Salar Revenues Salar Revenues	_	TITLE OF POSITION: (2) Clinical Training Specialist	CLASSIFICATION CODE: 02820500	
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Department of Human Services Staff Development Office

(2) Clinical Training Specialists 1255-10000-1 & 2

Duties and responsibilities include planning and delivering comprehensive in-service employee training for the Department of Human Services; determining training needs and coordinating the in-service training to address those needs; making periodic evaluations of Department programs relative to determining training needs either independently or in consultation with field personnel or policy and program specialists; preparing and procuring training materials such as manuals, tests, charts, tools or data for specific training programs or projects; developing training methods and techniques for implementation of new Departmental programs; scheduling Departmental training activities; conducting training sessions or arranging for subject matter specialists to conduct training sessions; planning and organizing course content for specialized agency needs in cooperation with appropriate subject matter specialists; evaluating, independently or with the assistance of field managers, the effectiveness of in-service training programs in improving employee work performance; preparing announcements containing information of proposed training programs and disseminating to all appropriate employees; and all other related duties as required.